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DTR-2863

*JP*

13 February 1969

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Weekly Report of the Office of Training

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1. ██████ Instructors Go to School

A two-week Instructor Training Course for 10 OC instructors in technical subjects has convened ██████. A programmed-instruction book, "Preparing Instructional Objectives," is being used to emphasize importance of identifying behavioral objectives and also to demonstrate use of programmed-instruction in a classroom setting.

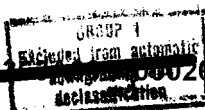
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2. OTR Filming OCS Briefing

Two motion picture specialists from OTR's Instructional Services Branch spent last week shooting scenes in the OCS Computer Room for an OCS-produced briefing film. In the interest of cost consciousness, ISB is using shelf color film purchased several years ago for a prospective Agency image film. Although slightly deteriorated by age and therefore not usable for shooting the current Agency image film, it is still satisfactory for secondary film requirements and thus OCS is not being charged for the film.

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3. Training Topics

The DOD Computer Institute has again offered the Agency a space in the next Senior Executive Course beginning 24 February. The slot is tentatively offered to DDS&T's [REDACTED], forced out of an earlier course. The Agency has been assured of one space each in the 24 March and 16 June courses for Flag officers . . . . The Language School was able to save WH Division approximately \$350 for a programmed Spanish course requested by the field to train communicators and others who had not received formal language training. Tapes and booklets of the program were provided to WH at no cost . . . . A large classroom in the secured area of the Clerical Training Program at Ames Building has been released for the transfer of the Credit Union office from Magazine Building. Equivalent space was provided for clerical training in an uncleared area . . . . Additional trips with Agency recruiters [REDACTED]

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[REDACTED] have now taken members of the Career Trainee Program staff [REDACTED] . . . . Because of the need of additional time for [REDACTED] and to limit night instruction to only one night for a compass exercise, the Vietnam Paramilitary Orientation (VPO) will be extended by one day, making it a five-day course from now on. The additional day was the request of FE Division. Participants are not Career Trainees; scheduling poses no problem [REDACTED]

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4. Non-Agency Briefings

The only non-Agency briefing during the reporting period was a School of International Communism briefing to 89 Defense Intelligence School mid-careerists on "Soviet Foreign Political Objectives."



*for* John Richardson  
Director of Training

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